

GPRA Training Module



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Abbreviations to Know

SAIS

- Services Accountability Improvement System

CSAT

Center for Substance Abuse Treatment

SAMHSA

The Substance Abuse and Mental Health Services Administration

Abbreviations to Know

DHHS

- Department of Health and Human Services

OMB

Office of Management and Budget

- WITS

Web Infrastructure for Treatment Services

GPRA

- GPRA stands for
- **Government**
- **Performance and**
- **Results**
- **Act**
- GPRA is a Public Law (PL) that was enacted by Congress in 1993



Importance of GPRA

1. Interviewers collect GPRA data using the GPRA tool. (Once GPRA data is inputted in WITS goes into SAIS system)



2. Hawaii submits data into system. Grantees and CSAT Project Officers have access to grantee data online.



3. Project Officers, Branch Chief and Division Director review data and submit to SAMHSA.



4. SAMSHA Analyzes data against CSAT measures and submits to DHHS.

Importance of GPRA

5. DHHS reviews SAMSHA data and submits to OMB



6. OMB reviews data and submits to Congress



7. Congress reviews data from all agencies under DHHS.

8. Limited resources require selective funding by Congress.



Good data help convince
Congress to continue
funding, treatment and
recovery.



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What's in the data for ME?

To determine client needs



For other grant proposal



To supplement presentations



To market your program



To assist in budgeting and staffing



To make adjustments to service delivery



What is the CSAT GPRA Tool?

- The CSAT GPRA tool is a set of items and questions
- Questions were taken from a widely used data collection instruments
 - ASI
 - McKinney Homeless Reporting system
 - AIDS Risk Assessment (ARA)
 - Short Form-36 Health Survey



Why was GPRA enacted?

- Increase accountability
- Initiate program performance improvements
- Improve management practices in the Federal Government



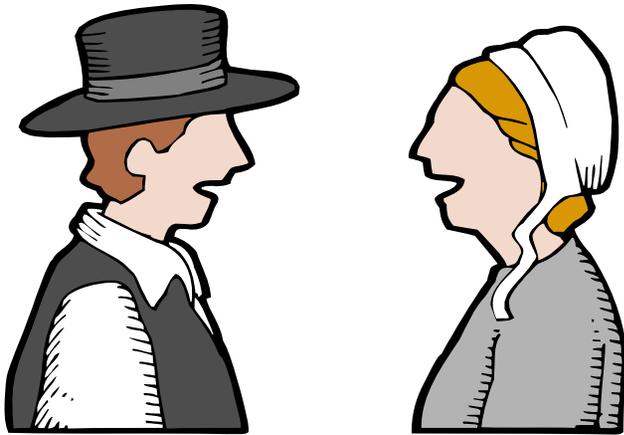
Why was GPRA enacted?



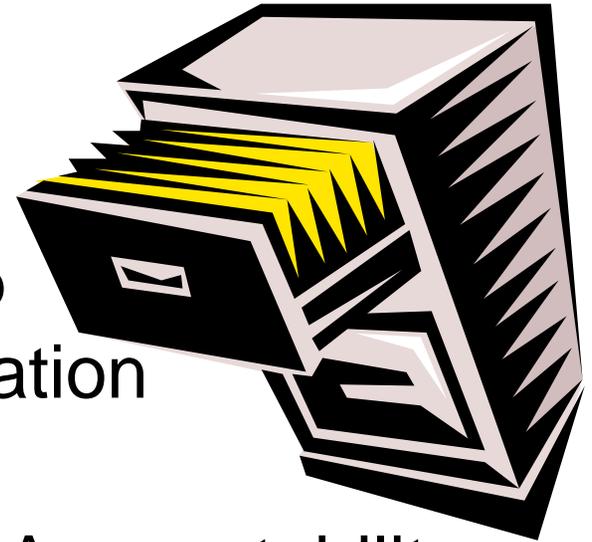
- Link resources and management decisions to program performance.
- Improve service delivery
- Improve congressional decision making
- Improve internal management

GPRA in different languages

- Spanish
- Bengali
- Hindi
- Korean
- Traditional Chinese
- Cape Verdean Creole
- Haitian Creole
- Portuguese



Confidentiality

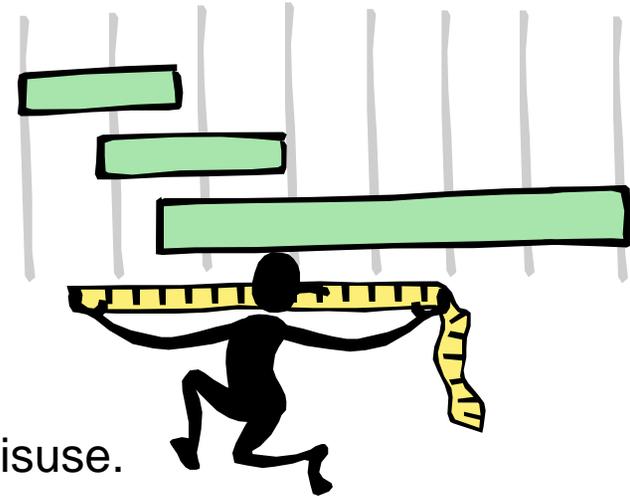


Reminder that it is your job to keep client's personal and health information confidential.

- Health Insurance Portability and Accountability Act (HIPAA)
- Make sure that you have a password to protect your computer.
- 42 CFR: Confidentiality of Alcohol and Drug Abuse Patient Records

There are circumstances where confidentiality can be breached. (abuse)

6 GPRA Measures



Abstinence

- Section B: Drug and Alcohol Use
 - Past 30 day use of alcohol, illegal drugs, misuse.
 - Route of administration

Stability in Housing

- Section C: Family and Living Conditions
 - Client's living condition
 - Impact of drug use
 - Status of Client's Children

Employment & Education Status

- Section D: Education, Employment and Income
 - Education, employment and financial resources.

6 GPRA Measures

Crime and Criminal Justice Status

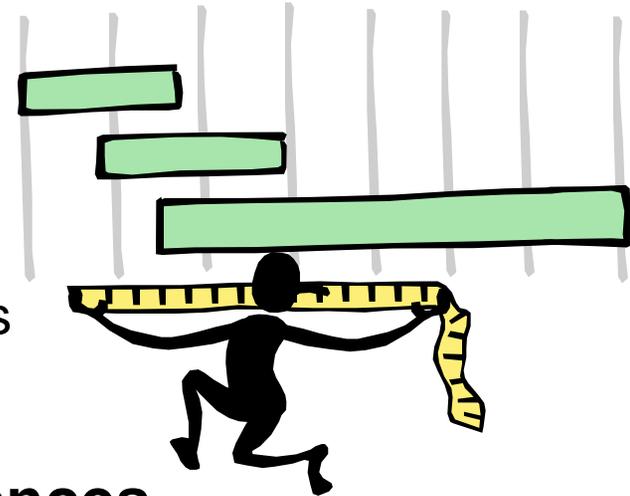
- Section E: Crime & Criminal Justice Status
 - Client's Legal History

Health/Behavioral/Social Consequences

- Section F: Mental & Physical Health Problems & Treatment and Recovery
 - Past 30 days' mental and physical health
 - Sexual practices*

Social Connectedness

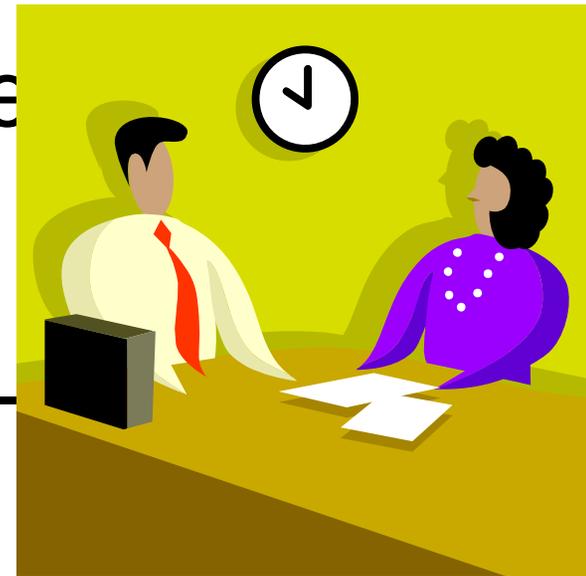
- Section G: Social Connectedness
 - Past 30 days



GPRA Administration

ALL ATR Ohana clients
must have a GPRA done

- At Intake Assessors
- 6 Months post-intake -
all ATR Ohana Providers
- Discharge last active ATR
Ohana Provider



GPRA Administration

- The GPRA Interview must be completed in 1 day.
- **All GPRA MUST** be administered **face-to-face** with the client
- The client **MUST NOT** be allowed to fill out the GPRA on his/her own.

GPRA Administration

- The GPRA is NOT a questionnaire...it is a guideline for a structured interview
- Client responses should be recorded directly on the GPRA tool in WITS
- Data should be entered ASAP (within 7 business days) of interviewing clients.
 - Data inputted directly into WITS will go to SAIS.
 - Check for accuracy. Some client data can only be edited by the ATR Ohana contractor on the east coast.

GPRA Administration



- Questions on the tool **MUST** be asked as written on the GPRA.
- Client is able to ask for clarification **ONLY** **AFTER** you have read the question exactly as it reads on the instrument.
- Only responses typed in **LOWER CASE** **LETTERS** should be read.
- Responses to questions typed in **CAPITAL** **LETTERS** are **NOT TO BE READ.**

GPRA Administration Tips



- GPRA is divided into several sections, preface each section so the client knows what the questions will be about.
- Use motivation strategies to encourage clients to respond to questions.

GPRA Administration Tips and Hints

- Engage with the client at every opportunity especially during the GPRA interview.
- Verbal Communication – be aware of:
 - The tone of your voice
 - The volume of your voice
 - The rate that you are talking.

GPRA Administration Tips and Hints

- Realize that there are questions in the GPRA that clients may have difficulty talking about.
- Family questions
- Criminal History
- Drug Abuse
- Events that trigger emotions



GPRA Administration Tips and Hints



Questions sexual in nature.

- Clients may feel uncomfortable during this section
- You may decide that someone of the same gender administer the GPRA to the client.

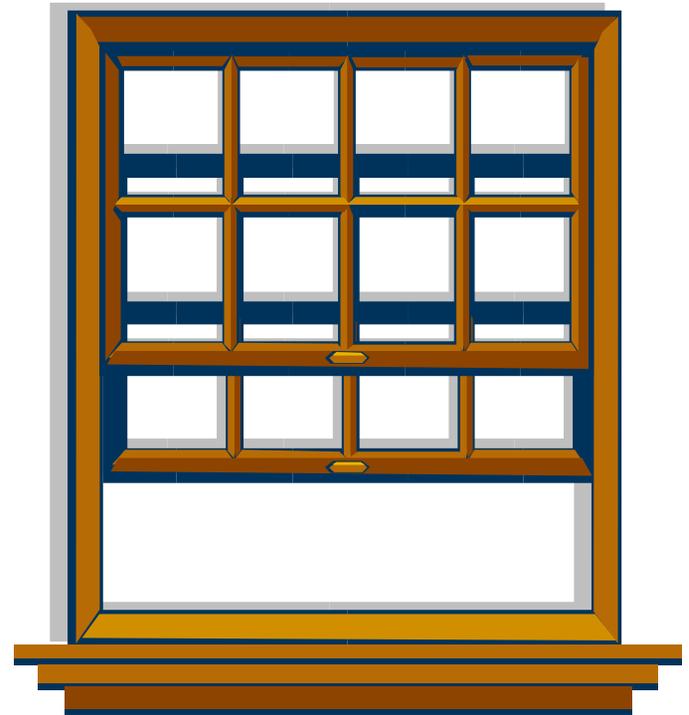
GPRA Follow Up



- Target follow-up Rate 100%
- Minimum Follow-up Rate 80%

GPRA Follow Up Window

- 1 month before and
- 2 month after
- the 6 month anniversary of GPRA intake interview date
- Utilize the GPRA Follow up Due Report



GPRA Follow Up



Follow-up Techniques

- Contact collateral contacts that were identified at intake.
- Use client locator form that was completed at intake to your agency.
- Use internet based information to locate client
 - Credit Reports
 - Public record websites
- You may need to try more than one avenue to track down the client

Why Follow Up



- Government grants provide additional monetary incentives for programs that maintain high follow up rates.
- Results in more clients getting services that they may need.

Questions

